

Submitted: 5/23/2013
Jurisdiction: Montgomery County
Agency: Government
Division/Unit: Finance/Controller

Maryland State Archives
Edward C Papenfuse State Archives Building
350 Rowe Boulevard
Annapolis, MD 21401

Certificate ID: 749
MSA ID: SE55-2928
Page: 1 of 1

Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	Deposit Slips	C-1138	6-1	July 2004 To June 2005	11 cu ft.	05/20/2013	Shred
2	Deposit Summary Reports & Return Check JE's	C-1138	6-1	7/1/2004 TO 6/30/05	3 cu ft.	05/20/2013	Shred
3	Financial Journal Entries	C-1138	6-1	Fiscal Year 2005	1 cu ft.	05/20/2013	Shred

Destruction Certification

Ed Buchanan records manager 5/23/2013
Signature **Title** **Date**